

**STATE HUMAN RELATIONS COMMISSION  
EXECUTIVE COMMITTEE MEETING MINUTES  
DOVER, DELAWARE**

**THURSDAY, August 10, 2017**

The August monthly meeting of the Delaware State Human Relations Commission was held by video-conference the Cannon Building, 861 Silver Lake Boulevard, Conference Room A, Dover, Delaware; and the Carvel Building, 820 N. French Street, 4<sup>th</sup> Floor Arts Conference Room, Wilmington, Delaware.

---

**Attendance:**

**Commission Members Present:** Chairperson Calvin Christopher; Commissioners Whittona Burrell, Chok-Fun Chui, Kerri Harris, and Nancy Maihoff. DAG Carla Jarosz.

**Commission Members not present:** Commissioners Mashoor Awad (excused), Jamaal Bivens (excused), Diaz Bonville (excused), Erica Caesar (excused), Bernice Edwards (excused), Earnest Gulab (excused), Rose Mary Hendrix (excused), Jordan Hines (excused), Doug James (excused), Prameela Kaza (excused), Gail Launay-Tarlecki (excused), Lorenzo Murdaugh (excused), Olga Ramirez (excused), Walter Smith Jr., Roy Sudler Jr., (excused), Robert Watson Jr. (unexcused) and Rosemarie Williams (excused).

**Staff from Division of Human Relations Office:** Romona Fullman, Vincent Petroff, and Kelly Fox.

**Members of the public present:** Sara Herbert and Ted Henderson (Dover Human Relations).

---

**I Call to Order**

The meeting was called to order by Chair Calvin Christopher at 5:50 p.m. followed by a period of silent meditation.

**II Approval of Minutes**

The minutes for the June SHRC meeting were tabled for the next Full Commission meeting.

### III Members of the Public Present

Ted Henderson, Chair of the Dover Human Relations Commission introduced himself and provided background information on him. Sara Herbert, Commissioner at Large with City of Dover Human Relations Commission, expressed she would like to develop a liaison between the State Human Relations Commission and the City of Dover Human Relations Commission. With this liaison she hopes to receive assistance in establishing long range goals for the City of Dover Human Relations Commission. Chair Calvin Christopher thanked both Ted Henderson and Sara Herbert for attending the meeting. He invited both back to the September meeting of the Full Commission. The topic of collaboration with the City of Dover Human Relations Commission will be added to the agenda.

### IV Chair's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
<p><b><u>Update Joint Legislative Oversight Sunset Committee</u></b> – Chair Calvin Christopher reported that the bill releasing the State Human Relations Commission from review passed the House and Senate and is awaiting the Governor's signature.</p> <p>Chair Calvin Christopher reported that the bill (SB 122) was corrected prior to a final vote to ensure consistency in the language regarding protected classes. No protected classes are listed instead the bill reads "... members of groups protected under laws enforced by the Commission." The language, approved by the Commission was designed to be broad enough to include any additional protected classes that may be added to the laws enforced by the Commission. The Chair acknowledged Commissioner Nancy Maihoff for catching the error.</p> <p>Commissioner Nancy Maihoff inquired if the remaining protected classes will be removed from the Bill also. Chair Calvin Christopher indicated they would be.</p> <p>The recommendation to include video conferencing in Sussex County for Commission meetings is still being</p>			

<p>explored. No funding was provided to add videoconferencing capabilities in Sussex County. Commissioner Nancy Maihoff inquired as to whether Skype could be used to accomplish this. Director Romona Fullman advised under FOIA requires all videoconferencing locations must be publically accessible.</p> <p>Chair Calvin Christopher advised that in the process to reduce the Commission size to 18 the option was given for Commissioners to opt for early retirement. He confirmed receipt of three resignations: Commissioners Stephen Elkins, Michael J, Harpe and Janet Maull-Martin and advised that Commissioner Roy Sudler Jr. indicated in a previous meeting that he will step down at the end of his term in December 2017. Meeting attendance records will continue to be monitored for compliance. The Commission has a year from the date the bill is signed to reduce membership to 18.</p> <p>Regarding the position of Commission Chair, although previously the Chair was appointed by the Governor however, under SB 122 the Chair will be elected by the Commissioners. The process of election is to be determined by the Commission. DAG Carla Jarosz advised that section 2 of the bill will be effective upon the signing of the bill. However it is not a requirement to hold an election right away. She made the recommendation that the process of election be developed and added to the Commission by-laws. DAG Carla Jarosz will draft a framework based on the discussion. She will provide that framework to Commissioner Kerri Harris to discuss with the Legislative Committee prior to presenting draft to the full Commission.</p>	<p>Develop draft of election process to present to the full Commission</p>	<p>DAG Carla Jarosz and Legislative Committee</p>	<p>September/October meeting</p>
---	--	---	----------------------------------

DAG Carla Jarosz reviewed the steps necessary to make amendments to the Commission By-laws.			
<p><b><u>Homeless Bill of Rights</u></b> (SB 49) – The bill gives enforcement and education responsibilities to the Commission and Division. It has been recommended that Senator Townsend (bill sponsor) be invited to Commission meeting to discuss the bill. Director Romona Fullman recommended that Commission review the bill and determine any questions or concerns to be discussed. It was determined the Legislative Committee with further review bill. The Committee will schedule a meeting with Senator Townsend and report back findings to the full Commission</p>	Review Homeless Bill of Rights/Meet with Senator Townsend	Legislative Committee	Undefined
<p><b><u>Commission Assignments</u></b> – Chair Calvin Christopher reported the Public Awareness Committee is in need of a Chair.</p> <p>Commissioner Kerri Harris has accepted the position to be the Chair of the Legislative Committee.</p> <p>Commissioner Nancy Maihoff remains the Chair of the Community Response Committee.</p>			
<p><b><u>Governor’s Council on Equal Employment Opportunity Committee (GCEEO)</u></b> – Chair Calvin Christopher reported that oversight for GCEEO has been placed under the newly formed Department of Human Resources, Division of Diversity and Inclusion. Director Romona Fullman stated the HB 4 states that the Division (Diversity and Inclusion) shall assume all responsibilities and oversight previously assigned to the Governor’s</p>			

Council on Equal Employment Opportunity. The Chair Calvin Christopher advised he would seek clarification as to the future for the GCEEO.			
<p><b><u>Gay Straight Alliance at Cape Henlopen High School</u></b> – Chair Calvin Christopher requested an update from Commissioner Nancy Maihoff.</p> <p>Commissioner Nancy Maihoff reported that the GSA students signed an agreement with Cape Henlopen Administration. Students are claiming they are still being discriminated against. Commissioner Nancy Maihoff spoke briefly with the GSA Faculty Advisor on the matter. She advised that community group has been formed by ministers, priests and rabbis in the Cape Henlopen area. The first meeting is scheduled next month. Commissioner Nancy Maihoff advised she is a member of the group as an individual, not as a representative of the Commission. Commission Maihoff with report additional information at the September Commission meeting.</p>			

## V Director's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
Kelly Brown will send an electronic version of the Director's Report following the meeting.			
Director Romona Fullman shared that DHR Investigator Nicole Alston-Jackson has accepted a position as a Magistrate for the state of Delaware.			
Director Romona Fullman shared that Commissioner Rosemarie Williams' husband recently passed away.			

Director Romona Fullman shared that the Delaware Commission of Women has been defunded and that DCW staff, Carmen Gomez and Nina DeVoe, has accepted positions in state government.			
Director Romona Fullman expressed thanks to Commissioners who have assisted with outreach activities. Additional outreach events will be impacted by the recent budget that was passed.			
Director Romona Fullman shared details concerning the budget reduction that has recently impacted the Division. The contractual budget for the Division has been reduced to \$27,600 for the year. The contractual budget includes items such as the rent for the Dover office, stenographers for hearings, Human Relations Awareness Month, trainings, and the December meeting. Director Romona Fullman had a meeting the Deputy Secretary concerning the budget. He asked her for items that she would like to do. She will be developing a list to present to the Deputy Secretary. Director Romona Fullman asked that the Committees share the activities and proposed costs with her so she can communicate those needs to the Deputy Secretary.	Submit proposed activities and estimated costs to Director Romona Fullman	Committee Chairs	End of month
Director Romona Fullman reported that the 2 day biennial HUD Onsite Performance Assessment took place August 9-10. HUD will issue its finding and recommendations in about a month.			
There are additional outreach activities that are listed in the electronic version of the Director's Report.			

## VI Committee Reports

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<u>Public Awareness Committee (PAW)</u> – No report.			
<u>Legislative Committee (LEG)</u> – Commissioner Kerri Harris will be proposing the idea of a SHRC Lobby Day in the general assembly when the Committee meets. The goal is to increase visibility at Legislative Hall. Further details will be available at the September meeting.			
<u>Community Response Committee (CRC)</u> – Commissioner Nancy Maihoff reported that she has received feedback on the Mentoring Manual the Committee has been developing. The manual will be presented to the Commission in September.			
<u>Governor’s Council on Equal Employment Opportunity Committee (GCEEO)</u> – No Report.			

## VII Old Business

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
The Sunshine Fund envelope was circulated in Dover for collection.			
Commissioner Chok-Fun Chui inquired about Commissioner Rose Mary Hendrix health condition she communicated via email. Commissioner Nancy Maihoff will contact Commissioner Rose Mary Hendrix.	Purchase a card	Director Romona Fullman	Undefined

## VIII New Business

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Commissioner Chok-Fun Chui shared that Community Engagement Forum in Dover, which developed the April's Community Café, has shifted its focus to education. She expressed that she plans to resign from the forum.			
Director Romona Fullman inquired if the Vice Chair will be elected through the same process election process to be developed. Chair Calvin Christopher replied the Vice Chair will be appointed by the elected Chairperson.			
Commissioner Kerri Harris shared that she met with a gentleman from Delaware CAN (Campaign for Achievement in Education, who expressed an interest in meeting with the Commission to discuss collaboration. Chair Calvin Christopher advised all Commissions are open to the public. Following discussion it was determined that Commissioner Kerri Harris will invite a representative from Delaware CAN to the October meeting.	Invite Delaware CAN to October Commission meeting	Commissioner Kerri Harris	October 12, 2017

## IX Good News

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Commissioner Nancy Maihoff shared that she has been named the <i>Volunteer of the Year</i> by Peoples Place.			

## XI Meeting Adjourned

The Commission meeting was adjourned at approximately 8:05 p.m. by Chair Calvin Christopher.